

REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS
Southside Water and Sewer District
P.O. Box D, Sandpoint, Idaho 83864
November 15, 2023

Call to Order and roll call: Chairman Jack Howard opened the meeting at the District Maintenance Shop at 2:00 pm and a roll call confirmed that Doug Bopp, Brett Babcock and Greg Keibler were also present.

Others: Treasurer Julia MacDonald, Engineer Kyle Meschko, and Operators Brad White and Jason Barnhart were present.

Approval of the Agenda: Next, Mr. Babcock made a motion, seconded by Mr. Keibler to approve the agenda and it passed unanimously.

Members of the Public: None present

NEW BUSINESS – ALL ITEMS ARE ACTION ITEMS

Tom Mullen Engineering Proposal:

Chairman Howard informed the Board of the requirement for two down gradient monitoring wells at the land app site and that he'd consulted with the hydrogeologist, Tom Mullen, who proposed to do a study of the ground water flow for the aquifer under the land app and to write up the assessment and submit the documents to DEQ for \$2,000. The assessment will inform the decision on the best location to relocate/replace the west well. The Chairman stated that he believes that the previous engineers made an error in the placement of the east well and will consult with the attorney. Mr. White stated that previous minutes might state a reason for the placement of the wells and Mr. Bopp agreed there may have been circumstances for the placement of the wells. After discussion, all were in favor of moving forward with the proposal from the Hydrogeologist following a motion from Mr. Keibler and a second by Mr. Bopp.

Keller Approval to Submit the Well PER to DEQ:

Mr. Meschko explained the timeline and clarified the request is for Board approval to submit the well contract documents to DEQ for their review so that the job can go out for bids. He stated that the water right documents are ready to submit with the help of Mr. Mullen. Mr. Bopp had questions regarding a possible artisan well outcome with the drilling and Mr. Keller explained there are possible remedies for the issue and that Mr. Mullen would be a good resource for answers. All were in favor of submitting the well contract documents to DEQ following a motion from Mr. Bopp and a second from Mr. Keibler.

Cell Reception Options for Operator Residence:

Next, Mr. Barnhart explained the issue with poor cell service at his home and the need to have good service for emergency call outs. After discussion, he will consult with Director Larson to install a cell phone booster antennae at his home.

Capital Project Review: Funds Transfer Request

Ms. MacDonald requested approval to transfer funds and with a motion by Mr. Babcock and a second by Mr. Keibler, the Board unanimously authorized transfer of funds from the Capital Replacement account to the O&M account for fourth quarter 2022-23 capital expenses in the amount of \$5,594. This will close out the funds transfers for the 2022-23 Fiscal Year.

New Building Permit Review: None presented

OLD BUSINESS – ALL ITEMS ARE ACTION ITEMS

Backup Operator – Contract Proposal:

The board reviewed the contract proposals from Mr. White and Water Systems Management and after discussion of the issues, Mr. Keibler made a motion to contract with Mr. White for a 6 month period and then re-assess needs. The motion died for lack of a second and the Board tabled the discussion for executive session.

Ordinance Amendments Discussion:

Chairman Howard reiterated the need to address the privately owned meters, valves and distribution lines and the item was tabled for the next meeting when Mr. Larson is back.

SCADA-Project Update

Chairman Howard stated that he met with Tom Bangle from Amped Pump regarding the issues with the project and stated that the unstable power at the well house could be the reason for the disconnect in transfer of data. He said that Mr. Bangle wants to run wire up to the reservoir and that he offered to give Southside a credit for the radio equipment and that he is committed to completion by the end of the year.

Source Water Protection Grant:

Tabled for the next meeting

Well Site – 3 Phase Power:

Mr. Babcock stated that he has submitted the application to Avista. After Board discussion of the issues, the District will find a contractor for the ditching and conduit installation and Mr. Babcock will research pricing for conduit and inform Avista that the District wants to proceed with ordering the transformer. Mr. Meschko will contact DEQ for specifics on the requirements.

ARPA Water System Improvement Review:

Chairman Howard spoke with DEQ regarding the costs to put in the well items and they cautioned the District because the allocated amount seems low. The Board discussed the order of the scheduled projects and the best way to move forward.

CONSENT AGENDA

Next, Mr. Babcock made a motion, seconded by Mr. Keibler, to approve the attached consent items and the motion was approved unanimously.

Minutes

Paid Invoices

Approval of Financials

Treasurer’s Report

Maintenance Report

Water Reclamation Report

Engineers Report

Executive Session - [Idaho Code § 74-206(1) (a) & (b) Consider personnel matters.

The Board entered executive session, as authorized above, at 3:37 pm following a motion by Mr. Keibler and second by Mr. Babcock and a roll call confirmed all were in agreement. Ms. MacDonald was requested to attend. The Board exited the executive session at 4:31.

After exiting executive session, Mr. Babcock made a motion to initiate the relationship with Water Systems Management as the backup operator and with a second by Mr. Bopp all were in favor.

Adjournment: A motion by Mr. Babcock and a second by Mr. Keibler was made to adjourn the regular meeting of the Board of Directors at 4:37 pm and the motion was carried unanimously.

Respectfully Submitted and Approved:

Julia MacDonald
Treasurer/Administrator

Jack Howard
Chairman of the Board